Spencerport Fire District

Monthly Meeting Minutes

Date 11/03/2022

This meeting is being held in the Station #1 Main Conference Room.

Meeting Called to Order: Vice Chair Spencer called the meeting to order at 7:00 p.m. followed by the pledge of allegiance.

Attendees: Commissioners Chick, Dorgan, McQuilkin, and Spencer, Treasurer McKinney, Deputy Treasurer Zaov, Administrator Goddard, Secretary Sullivan, Attorney Stowe, Chiefs Clark, Flagg, and Bromage, Tod Ritzenthaler, David Fairley, TJ Secru, Jason Rampello, Rich Healey, Matt Russell, Brian Krywy & President Damon

Approval of Minutes:

Motion by: Dorgan/Seconded by: Chick
To approve the minutes for the October 6, 2022, Monthly Meeting
In Favor: 4 Opposed: 0

Motion by: McQuilkin/Seconded by: Dorgan
To approve the minutes for the October 18, 2022, Budget Meeting
In Favor: 4 Opposed: 0

Motion by: Chick/Seconded by: McQuilkin
To approve the minutes for the October 18, 2022, Special Meeting
In Favor: 4 Opposed: 0

Approval of Treasurer's Report / Chief's Budget Line Report:

Motion by: Dorgan/Seconded by: Chick
To approve the October 31, 2022, Treasurer's Report
In Favor: 4 Opposed: 0

Communications:

- INCOMING:
  - NYS Department of Environmental Conservation – 2022 Volunteer Fire Assistance Grant – (ineligible due to population and area)
  - NYS Homeland Security & Emergency Services – Updates to the Volunteer Firefighter Enhanced Cancer Disability Benefit Law

- OUTGOING:

- ACTION ON COMMUNICATIONS:

Committee Reports:

- Buildings & Grounds
  Commissioner Spencer commented that the gas line has been inspected at Station #3 by RG&E; waiting on parts for HVAC unit at Station #1
  - Station #1:
  - Station #2:
  - Station #3:
- Insurance / Fire Protection Contracts / Finance

  Commissioner Chick reported that the building inventories done and on file in the commissioners' office. Total value of the inventory is $350k not including apparatus and turnout gear. Replacement value scheduled at $1,000,000.00

  - 2023 Cancer Policy Review
    Motion by: Dorgan/Seconded by: Chick
    Motion to approve the 2023 Cancer Coverage Policy in the amount of $10,690.00.

    In Favor: 4 Opposed: 0

- Liaison / Fire Department / Paid Personnel
- Equipment / Apparatus
  Commissioner Spencer reported that he has followed up with Watertown FD about using our old ladder truck short term and maintenance has been done on hurst equipment and ladders.

  - 2911 demonstration to the County and MCC Staff (per J. Muniz)

- Recruitment / Retention / GIS / New Initiatives / Long Range Planning
  Commissioner Spencer reported that this Friday night is the swearing-in of the new recruits
  - Commission is invited to the 11/5 meeting at 10am – Committee Updates (per J. Muniz)

Reports:

- Chief – 802 calls for the year; 82 calls for the month of October; 87% fire 13% EMS; 3:46 average enroute time; 30% 5 min or more and 10% over 7 minutes
- Attorney
- Secretary
- Treasurer
- Administrator

This meeting is being held in the Station #1 Main Conference Room.

Old Business:

- Commissioner Chick
- Commissioner Dorgan
- Commissioner McQuilkin

  Commissioner McQuilkin distributed more information on the compressor for the cascade system at Station #3; the compressor that is being considered is a Bauer compressor costing approximately $26,522.00. That price includes all installation except electrical. The cost of the electrical portion is approximately $1295.00. Commissioner McQuilkin continued that he has been unsuccessful finding a vendor to fill the air bottles and recommending to purchase the Bauer Breathing Air System. Commissioner McQuilkin added that he has a sole source letter from Bauer indicating that they are the only vendor compatible with the current air bottles that the district has in inventory.

  Motion by: McQuilkin/Seconded by: Dorgan
  Motion to purchase a Breathing Air System from Bauer in an amount not to exceed $30,000. This resolution is subject to permissive referendum.

  In Favor: 4 Opposed: 0

Commissioner Muniz

- District Inspection Banquet will be held at the Deerfield Golf and Country Club on 12/3
- @ 6pm. Total cost is $25,000 (Assoc. $8750; District $16,250)
- Water main pipe has been delivered and the Town, Passero, LeChase, County Water
- and DOH are getting plans in place to begin the water main portion of the project.
- Tod – reported that the plans have been approved by the MC Health Department; MCWA is reviewing the plans currently; will need to contract with an electrical engineering firm for site design cost not to exceed $10,000.00 SD/RC – 4 aye
- Discussion ensued regarding site design and building design and the use of station #3 as a field office. Confirming with Town ZBA regarding expectation and a building permit is necessary.

- Commissioner Spencer
  - **Motion by: Spencer/Seconded by: Dorgan**
    To approve to surplus four (4) Knox Boxes for disposal.
    In Favor: 4 Opposed: 0
- Treasurer McKinney
  - **Motion by: Chick/Seconded by: Dorgan**
    To approve the 2023 District Budget

In Favor: 4 Opposed: 0

- Secretary Sullivan
- Attorney Stowe
- Administrator Goddard
- Chief

  Chief Clark reported the status of cleared drivers on all new trucks. Copies of SOG for LUCAS 3 were distributed. The LUCUS Device will be in service effective 11/4/2022. Training will be ongoing. All ordered hose has been delivered.

  Motion by: Dorgan/Seconded by: McQuilkin
  To approve the SOG for the LUCAS 3 effective immediately.

  In Favor: 4 Opposed: 0

New Business:

- Commissioner Dorgan

  Commissioner Dorgan commented that the new Tanker Truck will be inspected at Pierce next week in Florida
- Commissioner McQuilkin
- Commissioner Muniz
  - Would like to look at Station 3 training room upgrades to be a part of the training facility cost. (To make it more conducive for a training room and not a lounge)
  - While in Fla for the conference we will be doing a tour and inspection of the Tanker in Bradenton on Monday 11/7. Arrangements have been made with Churchville and Pierce.

    Motion by: McQuilkin/Seconded by: Chick
    To allow Chief Clark and Commissioners Muniz and Dorgan to go to the Pierce Factory and Symposium in Bradenton Florida from 11/7 – 11/11/2022
    In Favor: 4 Opposed: 0
- Commissioner Spencer

  Commissioner Spencer commented that Skylight Signs did a demo at Station #3. Preliminary pricing has been received in the amount of $37,900 for a 4'x7' sign; possibly looking for grants to fund the sign; additional electrical lines would be needed for the sign. The District will be advertising the sale of 2911.
- Treasurer McKinney

  Treasurer McKinney indicated that two quotes were received for auditing services. Stokes Visca and Allied CPAs. Both proposals were similar in services provided and credentials. Both

firms indicated that it would take about 38 – 40 hours to complete audit. The only difference is that Allied allows for cancellation at anytime and Allied cost is $4600 while Stokes is $5500. Both proposals have $100 escalations annually over the 5-year contract. Treasurer McKinney is recommending Allied currently due to the cancellation clause and experience with Allied.

Attorney Stowe commented that he recalled that the NYS OSC recommends switching auditors periodically however he is comfortable with the recommendation due to out clause with Allied.

Motion by: Dorgan/Seconded by: McQuilkin
Motion to approve auditing services from Allied CPA firm in the amount of $4600.00 annually.

In Favor: 4 Opposed: 0

- Secretary Sullivan
  - Request from David Fairley for use of Station #3 for the Monroe County Fire Department Safety Officers Meeting on November 23, 2022

Motion by: Dorgan/Seconded by: Chick
To approve the request by David Fairley for the use of Station #3 on November 23, 2022 at 7:00 p.m. for the Monroe County Fire Department Safety Officers Meeting.
In Favor: 4 Opposed: 0

- Attorney Stowe
- Administrator Goddard
  - Schindler Elevator Contract Renewal

Motion by: Chick/Seconded by: Dorgan
T:o approve the Schindler Elevator Corporation six (6) year maintenance contract for the elevator at Station #1 in the amount of $2,220.00.

In Favor: 4 Opposed: 0

- Chief Clark

Chief Clark commented that line officers are completing blue card training and has requested purchasing simulation software for the iPad to cost to be approximately $1800.00

Motion by: Dorgan/Seconded by: McQuilkin

To approve the purchase of Simulator Software for the IPad(s) in an amount not to exceed $1800.00.

In Favor: 4 Opposed: 0

Privilege of the Floor:

Rich Healey played 2923 promotional video to be published to the various District media outlets.

All the Commissioners were in favor of the video and complemented Rich for his work.

President Damon commented that Rick Healey is now driving the Facebook Page and doing a great job; a fund drive second mailer went out and Christmas tree sale set up at the Carnival Grounds will start in the next couple weeks.

Commissioner Chick ask the status of the Greenlight Project.

Commissioner Spencer responded that we are waiting for contracts.

Commissioner Chick thanked FF McPherson for his work training the FFs on the new ladder truck and questioned the status of 2923 rear axle.

Commissioner Spencer responded that there has been no changes, and will need to talk to John Alferi.

Good & Welfare:

Executive Session:

Purpose: Personnel
Motion to enter: Chick/Second by: McQuilkin Time in: 7:55 p.m.
In Favor: 4 Opposed: 0
Motion to exit: Dorgan/Seconded by: Chick Time Out: 8:17
In Favor: 4 Opposed: 0

Additional Business:

Approval of Claims Abstract

Motion by: Dorgan/Second by: McQuilkin

This meeting is being held in the Station #1 Main Conference Room.

To approve the payment of vouchers listed on the attached Claims Abstract in the total amount of $ 125,246.03
In Favor: 4 Opposed: 0

Adjournment:

Motion by: Dorgan/Second by: Chick
To adjourn the meeting at 8:20 p.m.
In Favor: 4 Opposed: 0